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Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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August 11, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PARKS AND RECREATION:
COMFORT STATION NO. 23 PROJECT AND
UNDERGROUND STORAGE TANK REMOVAL PROJECT
AT WHITTIER NARROWS RECREATION AREA
CAPITAL PROJECTS NUMBER 77517 AND 87062
ESTABLISH CAPITAL PROJECTS; APPROVE PROJECT BUDGETS
(FIRST DISTRICT) (3 VOTES)**

SUBJECT

Approval of the recommended actions will establish the capital projects, approve the project budgets, and authorize the award of a Job Order Contract for purposes of completing the Comfort Station No. 23 and Underground Storage Tank Removal Projects at Whittier Narrows Recreation Area.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find the proposed projects are categorically exempt from California Environmental Quality Act (CEQA) according to Section 15302 (c) of the State CEQA Guidelines and Class 2(e) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.

"To Enrich Lives Through Effective And Caring Service"

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2. Establish Capital Project No. 77517 and approve the project budget of \$330,000 for the Comfort Station No. 23 project; and Capital Project No. 87062 for the Underground Storage Tank Removal project with a total budget of \$108,000 at Whittier Narrows Recreation Area.
3. Authorize the Director of Parks and Recreation or his designee to carry out the projects using a Board-approved Job Order Contract.

PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow the Department of Parks and Recreation (Department) to complete the Comfort Station No. 23 project, which consists of the removal of the existing septic sewer system at comfort station number 23, and replace it with a sewer lift station connected to the local sewer system. The scope of work includes the removal of the existing septic system and leach lines, the installation of a new sewer lift station, distribution boxes, lateral lines, and electrical upgrades with connection to existing facilities.

The improvements at Comfort Station No. 23 were originally part of Capital Project No. 87035, the Whittier Narrows Recreation Area Septic Tank Improvements that was approved by the Board on November 18, 2008. Because of site conditions and limited percolation, only Comfort Station No. 8 was completed. The Comfort Station No. 23 project will complete the scope of work as previously approved. To address the percolation issues, an alternate design is proposed to connect the comfort station to the sewer and make it operational. The restrooms are currently non-operational and the project will provide for the elimination of the use of portable toilets, which have been in use for the last two years.

The Underground Storage Tank (UST) project consists of the removal and disposal of a 3,000 gallon steel underground storage tank. The scope of work includes demolition of surrounding concrete, removal of UST, sampling of soil, import sand to replace the volume of the tank, backfill, compaction, and resurface the excavation with asphalt and concrete. Based on an initial investigation, the proposal does not include any remediation or export of soil, but because of the presumed age of the tank the contingency and change order fund has been identified for any unforeseen issues.

Both projects will be managed and administered by the Department and the construction will be carried out through the Department's Job Order Contracts (JOC) Program approved by your Board on October 21, 2008. Both projects will proceed simultaneously; the schedules for completion are as shown in the Attachment I.

Implementation of Strategic Plan Goals

Approval of the recommended action supports County Strategic Plan goals of Operational Effectiveness (Goal 1), by completing the work in the most efficient and cost effective manner, and Children, Family, and Adult Well-Being (Goal 2), by publicizing affordable, accessible, educational, and cultural opportunities at Whittier Narrows Recreation Area.

FISCAL IMPACT/FINANCING

The total project costs for these facility enhancements, including construction, miscellaneous expenditures, and County services are currently estimated at \$330,000 for the Comfort Station No. 23 (C.P. 77517), and \$108,000 for the UST removal projects (C.P. 87062), respectively. The Project Schedule and Budget Summary are included in Attachment I.

Sufficient appropriation is available in the Fiscal Year 2009-10 Capital Projects Budget for C.P. 77517 and C.P. 87062 to fully fund the projects. The proposed projects are funded with Proposition 62 net County cost allocated for Enhanced Unincorporated Area Services.

Operating Budget Impact

Based on the project description, the Department does not anticipate any additional one time or ongoing costs resulting from the recommended actions. The estimated savings of \$10,000 to \$12,000 annually from septic tank cleanout and portable toilet rentals will fully offset any new maintenance requirements associated with the new sewer system such as periodic service and inspection provided by the Department of Public Works. All other routine maintenance requirements will be fulfilled with existing park staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The proposed projects are exempt from your Board's Civic Art Policy adopted on December 7, 2004, since the total project value is less than \$500,000.

County Counsel has reviewed and approved this recommendation as to form.

ENVIRONMENTAL DOCUMENTATION

Whittier Narrows Recreation Area (WNRA) is a federal facility under the jurisdiction of the United States Army Corps of Engineers (U.S. ACOE), operated and maintained by the County of Los Angeles Department of Parks and Recreation. As a federal facility, all

projects at WNRA must comply with the National Environmental Policy Act (NEPA). The U.S. ACOE has determined that the project is in compliance with NEPA as Categorical Exclusion in accordance with 40 CFR 1508.4 and 33d CFR 230.9 and that the projects, when considered individually and cumulatively, do not have significant effects on the quality of the human environment.

The proposed projects are categorically exempt from California Environmental Quality Act (CEQA) according to Section 15302 (c) of the State CEQA Guidelines and Class 2(e) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because the proposed projects consist of replacement of existing utility systems and facilities, involving no expansion of capacity.

CONTRACTING PROCESS

Construction of the proposed projects will be accomplished using the Department's JOC program approved by your Board on October 21, 2008, approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these actions will have positive impact on the current services, by making additional restrooms available to park patron and program participants.

CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; and one to the Department of Parks and Recreation.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RG:DL
DJT:RB:zu

Attachment

c: County Counsel
Department of Parks and Recreation

DEPARTMENT OF PARKS AND RECREATION:
COMPLETE AND AWARD COMFORT STATION NO. 23 PROJECT - C.P. NO. 77517
AND UNDERGROUND STORAGE TANK REMOVAL PROJECT - C.P. NO. 87062
AT WHITTIER NARROWS RECREATION AREA

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date Comfort Station No. 23	Scheduled Completion Date Underground Storage Tank
Award Design Contract	NA	NA
Execute Design Contract	NA	NA
Award JOC Contract	9/30/09	9/30/09
Construction Documents	10/30/09	10/30/09
Jurisdictional Approvals	12/15/09	11/30/09
Start Construction	12/30/09	12/30/09
Substantial Completion	3/30/10	2/30/10
Project Acceptance	4/30/10	3/30/10

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget Comfort Station	Proposed Budget UST
Land Acquisition	\$ 0	\$ 0
Construction		
Low Bid Construction Contract	0	0
Job Order Contract	282,000	75,000
Change Orders/ Contingency	20,000	19,000
Departmental Crafts	0	0
Youth Employment	0	0
Misc. Expense	0	0
Telecomm Equip – Affixed to Building	0	0
Civic Arts	0	0
Subtotal	\$302,000	\$ 94,000
Programming/Development	\$ 0	\$ 0
Plans and Specifications*	\$ 0	\$ 0
Consultant Services		
Site Planning	0	0
Hazardous Materials	0	0
Geotech/Soils Report and Soils Testing	0	0
Material Testing	0	0
Cost Estimating	0	0
Topographic Surveys	0	0
Construction Management	0	0
Construction Administration	0	0
Environmental	0	0
Move Management	0	0
Equipment Planning	0	0
Legal	0	0
Construction/Change Order	0	0
Other	0	0
Subtotal	\$ 0	\$ 0
Miscellaneous Expenditures	\$ 0	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 0	\$ 0
County Services		
Code Compliance Inspection	0	0
Quality Control Inspection	0	0
Design Review	0	0
Design Services	0	0
Contract Administration	0	0
Project Management	16,000	9,800
Project Management Support Services	0	0
ISD Job Order Contract Management	0	0
DPW Job Order Contract Management	10,200	3,000
ISD ITS Communications	0	0
Project Security	0	0
Project Technical Support	0	0
Office of Affirmative Action	1,800	1,200
County Counsel	0	0
Other:	0	0
Subtotal	\$ 28,000	\$ 14,000
TOTAL	\$330,000	\$108,000